



Coastal Learning
PARTNERSHIP

Chief Finance Officer Application Pack

Broadening Horizons Together



A warm welcome

Thank you for your interest in joining Coastal Learning Partnership.

We believe that our people are our biggest asset in helping achieve our vision of ensuring all of our children experience educational excellence every day. We want to recruit, retain and develop brilliant people, and support them to have an excellent employment experience with us. We believe that our Trust is special and unique, and we strive to be an employer of choice and a place where staff aspire to work.

CLP's schools have enjoyed a good deal of success together. We have seen multiple schools judged as 'good' since March 2020, including a number of schools which have improved since joining CLP from 'requires improvement' or 'inadequate'. We are delighted that the hard work of those Headteachers and their teams has been endorsed in this way. These experiences not only capture the impressive work of those schools but they also recognise the positive impact of being part of the CLP family.

Schools within CLP do not seek to be the same as each other. Rather, they benefit from each other's experience and expertise so that they get stronger together. CLP schools work to strengthen the opportunities available to staff and children and to operate within a climate of collaboration and service to one another. We strive to be both an educator and employer of choice, with families and staff who are proud of their school and the wider family of which they are part.

About Coastal Learning Partnership

Coastal Learning Partnership is a family of twenty church and community primary phase schools, located across Bournemouth, Poole and the Purbeck area of Dorset. We are fortunate enough to work in some of the most beautiful locations in the country, with supportive leaders, valued colleagues and engaged communities.

CLP's core values are **'serve'**, **'inspire'** and **'empower'** and we hope that some early sense of those values comes through this information pack.

Our schools serve one another and, in turn, are served by a central team. Our Headteachers are empowered to confidently lead their schools' ongoing improvement journeys – and we all draw inspiration from each other along the way.



Coastal Learning Partnership: Values

Our partnership's vision is captured in our motto : **'Broadening Horizons Together.'** CLP strives to serve, inspire and empower every member of its learning community. The partnership will provide an educational experience that enables pupils to overcome challenges and which prepares them for the next phase of their education and their wider futures. Every pupil and every adult is seen, cared for, valued and enabled to flourish.

Our three shared values of serve, inspire and empower influence the way in which we work together:

- **Serve:** Schools serve their pupils and families, local communities and each other.
- **Inspire:** Central to our work is an ambition that everyone is inspired to flourish.
- **Empower:** Schools, and all connected to them, are empowered to be their very best.

Our Partnership's Values



Schools serve their pupils and families, local communities and each other



Central to our work is an ambition that everyone is inspired to flourish



Schools, and all connected to them, are empowered to be their very best

In demonstrating these values, our typical ways of working which will be modelled by all leaders are:

- **Equity:** Decision-making which strengthens equity of experience and opportunity.
- **Generosity:** Meaningful professionally generosity to collectively address challenges.
- **Accountability:** Recognising achievement and holding self and others to account with respect and clarity.
- **Listening:** Valuing everyone's voice and contribution.
- **Receptive:** Being inspired by, and learning from, examples of impactful practice outside the Partnership; sharing our own expert



Chief Finance Officer Advert

Salary: SCP 59–66 £75,641–£85,994 per annum, pro rata

Contract: We welcome applications from those wanting to work between 0.6 FTE to full time

Reporting to: Chief Executive Officer

Location: Based at the Trust Central Offices with travel across CLP school sites and optional working at home

Coastal Learning Partnership is seeking an exceptional and strategically minded **Chief Finance Officer (CFO)** to join our Central Senior Leadership Team.

This is an exciting opportunity for a qualified finance professional to play a pivotal role in shaping the future of our Trust. Working closely with the CEO, Board of Trustees and senior leaders, you will provide strategic financial leadership, ensuring the Trust remains ambitious, creative and able to deploy resources to deliver the best possible educational opportunity for our pupils.

As CFO, you will provide strategic leadership of all aspects of finance including financial planning, audit, income generation and procurement oversight. Through this key role in the Trust's central leadership team, you will contribute to all aspects of our strategic development and growth.

About the role

The successful candidate will:

- Provide strategic leadership for finance across the Trust.
- Lead the annual budgeting, forecasting and financial planning processes.
- Deliver high-quality management accounts and statutory financial reporting.
- Ensure compliance with relevant financial regulations, including the Academy Trust Handbook.
- Drive value for money through effective procurement.
- Advise the CEO and Trustees on financial strategy, growth opportunities and risk management.
- Support organisational growth, change programmes and income-generation initiatives.

About you

We are looking for an inspirational leader with:

- A full professional accountancy qualification and membership of a recognised professional body.
- Extensive post-qualification experience in a senior finance role.
- A strong track record of producing management and statutory accounts.
- Experience of successfully leading and developing finance teams.
- Excellent strategic planning, analytical and problem-solving skills.
- Strong interpersonal and influencing skills, with the credibility to advise and challenge at Board and executive level.

- A commitment to continuous improvement, innovation and organisational excellence.

Experience within the education sector, academy trusts or charities would be advantageous but is not essential.

Why join Coastal Learning Partnership?

This is a rare opportunity to help shape the future of a thriving and ambitious Trust committed to delivering the very best outcomes for children and young people. You will work alongside a dedicated executive team and trustees who value innovation, collaboration and excellence.

Recognising the value that experiences professionals can bring through flexible working arrangements, we welcome applicants on a part-time or full-time basis (from 3-5 days per week). The appointee will enjoy flexibility of working pattern, with a high level of diary control, as well as the opportunity to work from home.

Join us and help continue the long-term financial resilience and success of Coastal Learning Partnership.

Informal enquiries are warmly encouraged until 4pm on 22nd July and from 1st to 11th September, for more information or to discuss the role please contact Paul Howieson, CEO via his PA, Helen Moors at office@coastalpartnership.co.uk or call 01202 806155.

Closing date for applications: Midnight, Sunday 13th September 2026



Chief Finance Officer – Job Description



Accountable to: CEO

Salary: SCP 59 – 66; 52 weeks per year

Hours of work: 0.6 to Full time, 52 weeks

Disclosure Level: Enhanced Disclosure & Barring Service Check

Safeguarding

Coastal Learning Partnership is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share and demonstrate this commitment.

This post holder will be subject to pre-employment checks including a health check, Enhanced DBS check and satisfactory references.

All staff at CLP are required to contribute to the Trust's positive safeguarding culture.

Core Purpose

- **As a member of the Trust's Central Senior Leadership Team, contribute significantly to the vision, strategic direction and continual development of the Trust;**
- **Strategic leadership and direction of finance so that the Trust is increasingly viable and self-improving;**
- **Ensure that all aspects of financial management, procurement and contracting are efficient and effective throughout the Trust;**
- **Deliver sustainable cost reduction, efficiencies and income generation wherever possible.**

Main duties:

Financial Strategy, including Planning and Reporting:

1. Contribute to the development and implementation of the strategic plan.
2. Provide oversight of all income streams into the Trust and advise on how these should be best deployed to meet the Trust's objectives
3. Management of the budget process from planning through consolidation to final approval by the Trust Board; ensure appropriateness of key assumptions in all Trust budgets and consult with senior colleagues and the Trust Board on these matters.
4. As a central senior leader, undertake ongoing risk management through engagement with the risk register, especially in relation to financial risk.
5. Develop and review financial reporting framework and accounting systems.
6. Review and delivery of consolidated management accounts, forecasts and reports, informing CEO and Trust Board of financial position of the Trust.
7. Provide timely and accurate financial reports to the Trust Board to facilitate effective decision making.
8. Provide leadership to the Trust Board on finance and accounting strategy to optimise the Trust's financial performance and strategic position.
9. Provide strategic advice and professional expertise and insight into the Trust's growth strategy, especially in respect of strategic financial planning including contributing to any due diligence and subsequent induction process.
10. Provide leadership and management of the finance team, including associated external providers, ensuring the continual delivery of excellent financial services.

11. Contribute fully to the development of the Trust's strategy across all areas of the business, assumptions and decision-making as appropriate and providing financial analysis and guidance on all activities, plans and targets.
12. Plan cash flow appropriately and control the Trust's bank accounts and investments, in line with the agreed policies.

Financial Control and Statutory Reporting

1. Develop and maintain the Trust's financial procedures in accordance with legislative requirements, especially in relation to the DfE's Academy Trust Handbook.
2. Monitor and control processes to ensure adherence to Trust policies and procedures and safeguard Trust assets, including maintenance of procurement policies and procedures.
3. Develop and oversee the quality of management information, budgeting and forecasting processes; ensure that swift action is taken in response to emerging financial concerns.
4. Review and submit consolidated audit files.
5. Advise on external and internal audit requirements of financial regulations and funding bodies.
6. Liaise with auditors and facilitate all audit arrangements.
7. Ensure that tax obligations are discharged correctly and effectively
8. Review and submit financial returns as required by Department for Education and Charities Commission in accordance with reporting deadlines.
9. Ensure all financial aspects of the Trust are legally compliant, licences and policies are reviewed and fit for purpose.

Procurement and contracts:

1. Maintain oversight of all contracts across the trust to ensure best value, proactively pursuing and encouraging opportunities to align and consolidate contracts to achieve efficiencies.
2. Ensure best value in the acquisition of all services and resources through effective and compliant procurement.
3. Lead on procurement strategy across the Trust and manage the Trust-wide school contracts with external suppliers.
4. Advise or lead on individual procurement exercises as appropriate.
5. Monitor and review contracts to ensure quality and best value across the schools.

Administration and Trust Services:

1. Work with other colleagues within the executive leadership team to maximise income generation and financial growth including capitalising on opportunities for submission of bids for grants and other income streams.
2. Provide professional financial advice and assistance as required.
3. Ensuring the continued development of high-quality financial information systems and reporting to support decision-making.
4. To keep abreast of legal developments and best management practice to introduce appropriate innovations and ensure policies are compliant with current legislation.
5. Establish a high level of credibility and manage strong working relationships with external parties including the DfE, HMRC and external auditors.
6. Leadership, mentoring and provision of managed/continuous development of finance staff across the group.
7. Leading the development of finance through significant periods of growth or other change adapting to meet evolving organisational requirements.
8. Work closely with the Head of HR in the management and oversight of payroll and pensions, keeping abreast of all developments and legislation surrounding payroll, pensions and benefits and ensuring all legislation is implemented and adhered to by the Trust.
9. Support the successful integration of new schools into the Trust.

Whilst every effort has been made to explain the main duties and responsibilities of this role, each individual task will not be identified. It is expected that all colleagues will endeavour to deliver any tasks identified as reasonable by their Line Manger.

Person Specification

Criteria	Essential	Desirable
Qualifications and experience:	<ul style="list-style-type: none"> ▪ Full accountancy qualification from a major accountancy body ▪ Membership of an appropriate professional body. ▪ Extensive experience working as a qualified accountant. ▪ Experience of producing management and statutory accounts ▪ Experience of leading a team in financial management ▪ Managing complex projects ▪ Development of Financial systems, and budget control ▪ Experience of writing, presenting and successfully implementing policy and strategy and recommending appropriate future action ▪ Experience in the analysis and evaluation of performance data 	<ul style="list-style-type: none"> ▪ Degree or equivalent qualification ▪ Post graduate experience of successful senior leadership in an educational environment ▪ Professional qualification in finance, business or other related business discipline ▪ Experienced auditor of others' accounts
Professional knowledge and skills:	<ul style="list-style-type: none"> ▪ Company and Charity Law; current government education legislation and policy, school governance and accounting requirements ▪ Ability to communicate complex financial information clearly and concisely ▪ Proven ability to develop, communicate and successfully implement strategies ▪ Ability to successfully manage and adapt to change ▪ Ability to make sound judgements based on factual evidence ▪ Highly developed interpersonal, communication and influencing skills ▪ Analytical, creative and innovative ▪ Excellent presentation skills ▪ Excellent IT skills ▪ Personal credibility to challenge and influence at senior level ▪ Ability to work within a team 	

Although based in the Central Offices at Heathlands Primary Academy, the post holder will be required to travel to all CLP sites as work required.

Our Schools

CLP is a unified family of twenty primary-sector schools across two Local Authority areas: Dorset Council and Bournemouth, Christchurch & Poole Councils. Joined by shared values, our schools inspire children, preparing them for their future education and lives.

The two furthestmost points of CLP are Boscombe and Swanage. There are about 5,400 pupils overall who are supported by around 900 committed staff. Our schools work closely together in a spirit of professional generosity and collaboration, sharing resource and expertise. Our schools embrace a shared responsibility for all children, whichever school they attend.



Location Map



Our offer to you

There are a number of reasons that make **Coastal Learning Partnership** stand out as an employer of choice. These include curriculum development and support networks designed to innovate teaching and reduce workload, clear progression paths, comprehensive CPD packages, and opportunities to create change.

Career progression opportunities

As a large trust, we are able to provide clear career progression opportunities from ECT, through to senior leader, Lead Practitioners and Head Teachers. In partnership with external providers, we provide accredited and bespoke training programmes including the NPQML, NPQSL and the NPQH. We also work closely with external providers to deliver high quality CPD in pedagogy, behaviour management and curriculum development.

Health, Wellbeing and Discounts

- Laptops for all teachers and leaders
- Six inset days, instead of the usual five
- Half price before and after school childcare in our schools
- Comprehensive training and networking offer
- Local gym discounts
- High street and online discounts
- Teachers' and Local Government Pension Schemes
- Free eye tests
- Financial wellbeing coaching
- Tech and cycle salary sacrifice schemes
- Blue Light card eligibility

We care deeply about the wellbeing of our staff, and therefore offer a number of services to help you stay well, happy and fulfilled in your role. These include:

- Nurse support
- Free and confidential counselling
- Private physiotherapy
- 24/7 GP service, with prescriptions delivered to your choice of pharmacy
- Food sensitivity testing
- Slimming world programmes and weight
- Mindfulness support





What our colleagues, families and pupils say about us

At Coastal Learning Partnership we value the thoughts and opinions of our employees across the Trust as well as within the communities that we serve. Here is a small snapshot of what our employees, parents and children have said about our Trust in recent surveys.

"I feel that I work for a headteacher who I trust and respect"

"I feel that I work for a headteacher who I trust and respect"

"My children are extremely happy with their school environment, and my pre-schooler is excited to join"

"I feel like a valued member of the Trust and not just a number"



"All of the teachers are great here. They're very kind too!"

"There are many opportunities to grow and flourish"

"CLP has been the best academy trust I have worked for"

"My son loves being a Firefly and can't wait to go to school"

"The school have instilled my son with happiness and confidence!"

"It's a fun and enjoyable school that I recommend people to join this fantastic school"

"All of the teachers are great here. They're very kind too"





Coastal Learning PARTNERSHIP

What next...?

Informal enquiries are warmly encouraged until 22nd July and from 1st to 11th September, for more information or to discuss the role please contact Paul Howieson, CEO via his PA, Helen Moors at office@coastalpartnership.co.uk or call 01202 806155.

Please apply online via our website [here](#).

Closing date for applications is: Midnight, Sunday 13th September 2026.
We are really looking forward to hearing from you. Good luck!

Coastal Learning Partnership

Heathlands Primary Academy
Andrews Close
Springwater Road
Bournemouth, Dorset
BH11 8HB

Tel: 01202 806155

Email: recruitment@coastalpartnership.co.uk

Website: <https://www.coastalpartnership.co.uk>

Broadening Horizons Together

